



JOHN ELIAS BALDACCI
GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
152 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0152



MICHAEL P. CANTARA
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
JUNE 2, 2004
9:30 AM
MAINE EMS CONFERENCE ROOM

MINUTES

Board Members: Steve Leach (chair-elect), John Alexander, Bob Ashby, Leo Bouchard, Oden Cassidy, Peter DiPientrantonio, Richard Doughty, Sue Dupler, James Farrell, Kevin Kendall, Paul Knowlton, Penelope Lovejoy, Wayne Werts

Regional Coordinators: Jim Caron, Joanne LeBrun, Rick Petrie

Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Drexell White, Laura Yustak Smith, Esq. (AAG)

Guests: Commissioner Michael Cantara, Rob Tarbox, PACE Ambulance

1. Introductions of Guests: Commissioner Cantara spoke with members and provided an update of Department projects, including the consolidation of offices, and information regarding the tax cap proposals upon the Department's budget. Commissioner Cantara noted in his comments that DPS was forced to take a \$6 million cut in FY03, and \$500,000 in FY04. The estimated shortfall for the FY 06/07 biennium is approximately \$750 million. This figure will likely be adjusted in the coming months and new information becomes available.
2. Approval of April 7, 2004 meeting: **MOTION: To approve the minutes of the April 7, 2004, meeting as distributed. (Bouchard; second by Lovejoy). Unanimous**
3. Old Business
 - a. EMS System Study: The assessment team from The EMSSTAR Group will be in Maine July 15 – 17 to conduct interviews. Letters were sent from Commissioner Cantara to service chiefs, Board members, regional coordinators, and others inviting their participation in the process. The team's report should be available shortly after the in-state visit and will be uploaded to the MEMS web site.
 - b. Office Relocation: MEMS will be moving to 500 Civic Center Drive before the end of the month. There will be a new mailing address and phone numbers, but e-mail addresses will remain the same.

PHONE: (207) 626-3860

FAX: (207) 626-3899

TDD: (207) 287-3659

With offices located at: Central Maine Commerce Center, 500 Civic Center Drive, Augusta, ME 04330

4. New Business

- a. Legislative/Budget Update: nothing to report beyond what Commissioner Cantara mentioned in his comments.
- b. Policy regarding criminal background checks: Jay directed the Board's attention to a letter from the Joint Standing Committee on Criminal Justice and Public Safety, which asked the Board to review its policy regarding conducting criminal background checks on EMS licensee applications. The letter was a follow-up to legislation that was introduced during the last session to waive the \$15 SBI fee for conducting the background check.

There was considerable discussion regarding conducting background checks on initial vs. renewal applications, data regarding both disclosed and undisclosed convictions, etc. Chiefs Farrell and Werts conveyed that the Maine Fire Chiefs were not opposed to conducting the background checks, but they were concerned about the \$15 per person fee.

MOTION: Due to the unique trust that is automatically given to EMS personnel and the exclusive access to personal property and potentially vulnerable individuals, the current policy of conducting criminal background checks will remain in effect, with periodic reports from MEMS. (Lovejoy; second by Doughty). Carried. 10/2 (Farrell/Werts)

c. Investigation Committee Action Items

- i. Drexell requested that the Board consider delegating to MEMS staff the authority to initiate an investigations based upon information presented. The issue is that occasionally there is information provided to MEMS that warrants formal investigation; however, under the current statute staff may only initiate an investigation upon receipt of written complaints.

MOTION: To delegate to staff the ability to initiate and investigation for one year, with regular reports to the Board when this has occurred. (Doughty; second by Ahsby). Unanimous.

- ii. **MOTION: To accept the Committee recommendations regarding the consent agreement in case # 04-10. (Bouchard; second by Lovejoy) Unanimous.**

- iii. **MOTION To accept the Committee recommendations regarding the consent agreement in case # 04-07. (Bouchard; second by Dupler). Unanimous.**

- iv. **MOTION: To ratify the Investigation Committee minutes of April 7, 2004. (DiPietrantonio; second by Farrell). Unanimous.**

- d. Committee Appointments: Length of Terms: Jay requested guidance from the Board with regard to committee appointments and the term of committee chairs and members.

Dr. Alexander raised the question about an orientation for Board members, including disclosure of interests (and potential conflicts thereof). Laura Yustak Smith offered to provide information from other boards and to assist with such a presentation.

The consensus of the Board was that this be an agenda item for the September meeting.

e. Other

MOTION: To approve the regional quality improvement plans for Southern Maine EMS and Tri County EMS provided that use of the terms “credentialing” and “decredentialing” are removed, and that a process for referrals to MEMS be documented if/when issues are found that warrant such action. (Kendall; second by Farrell). Unanimous

MOTION: To reaffirm the approval of the state and regional Quality Assurance Committees in accordance with 32 MRSA § 92.A. (DiPietrantonio; second by Doughty). Unanimous.

5. Staff Update

- a. MEMS: Jay reported that applications are being accepted for the Maine EMS Preparedness Coordinator with interviews to be conducted after MEMS moves to its new office location.
- b. MDPB: The May meeting was dedicated to discussing revising the MEMS Treatment Protocols. The draft of changes being considered is being distributed for comments. The June meeting will be for the sub committee working on the Paramedic Intefacility Transport Program. The next regular MDPB meeting will be July 21, 2004.

6. Other – none at this time.

The meeting was adjourned at 12:00. The next scheduled meeting will be on Wednesday, September 1, 2004, 9:30 AM, at the new Maine EMS offices.